

**Definition**

Real property provides two-thirds of all the national wealth and contributes to a substantial amount of commerce in the United States. There are many professionals employed in fields both directly and indirectly related to real estate. Understanding each of their roles and their interrelationships is the key to success in real estate ventures.

**Staff**

To access faculty and staff, dial (661) 722-6300, then the 4-digit extension.

Dean:

Laureano Flores ext. 6327

Administrative Assistant:

Jana Crawford ext. 6327

Clerical Assistant III:

Leyla Barber ext. 6327

Department Chair:

Kathy Osburn ext. 6898

Adjunct Faculty:

To access adjunct faculty voice mail, dial (661) 722-6300, then the 4-digit number.

	V.M.
Tristan Greenleaf	2050
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**Program Description**

The Real Estate program includes a salesperson certificate, Broker's certificate, and associate degree. These programs are designed to provide students with preparation for careers in real estate, real estate investment and related fields. Course work is available both in the day and in the evening; however, it is primarily an evening program.

Students must receive a minimum grade of "C" or better in all required core courses and the specific courses listed as program electives in order to qualify for the degree or certificate.

**Distinctive Features**

An individual can meet all of the educational requirements of the Bureau of Real Estate for obtaining a real estate salesperson or real estate broker license by taking courses at Antelope Valley College. For current licensing requirements, go to the California Bureau of Real Estate web site <http://www.bre.ca.gov/>.

**Career Options**

- Appraiser
- Developer
- Escrow Officer
- Lending Officer
- Mortgage Banker
- Real Estate Broker
- Real Estate Salesperson

**Program Learning Outcomes**

1. Explain the steps in listing, selling, leasing, investing, and exchanging real property.
2. Apply computer applications to list, sell and market real property.
3. Demonstrate the use of accounting for the operation of a real estate office.

**Certificate Programs**

**Real Estate Salesperson**

This certificate requires a minimum of 18 units. This program provides the basic skills necessary to enter the real estate field as a salesperson. This option **CANNOT** be used as a major for the associate degree.

A maximum of 6 pass/no pass units will be accepted for the Real Estate Broker certificate.

<b>Required Courses:</b>	<b>units</b>
BUS 105, Business Mathematics <b>or</b> MATH 140, Precalculus	3-4
BUS 113, Business Communications	3
CA 103, Intro. to Computers and Dig. Tech. <b>or</b> CA 221, Computer Concepts and Applications in Business <b>or</b> CIS 101, Intro. to Computer Info. Science	3-4
RE 101, Real Estate Principles	3
RE 105, Real Estate Practices	3
Program Elective	<u>3</u>
<b>Total 18-21</b>	

For a recommended plan of study for the certificate, please refer to the Associate Degree plan minus the general education requirements.

<b>Program Electives:</b>	<b>units</b>
RE 111, Real Estate Finance	3
RE 121, Legal Aspects of Real Estate	3
RE 131, Real Estate Appraisal	3
RE 141, Escrow Principles	3
RE 161, Property Management	3

**NOTE:** Substitutions, with prior permission, may be made for certain courses that may not be offered in the two-year period.

**Real Estate Broker**

This certificate requires a minimum of 36 units. This program provides advanced training in real estate for those planning to become California licensed real estate brokers as well as to upgrade the professional training of those in the real estate industry.

A maximum of 6 pass/no pass units will be accepted for the Real Estate Broker certificate.

<b>Required Courses:</b>	<b>units</b>
ACCT 111, Bookkeeping <b>or</b>	

ACCT 201, Financial Accounting	3-4
BUS 105, Business Mathematics <b>or</b> MATH 140, Precalculus	3-4
BUS 113, Business Communications	3
BUS 201, Business Law	3
CA 103, Intro. to Computers and Dig. Tech. <b>or</b> CA 221, Computer Concepts and Applications in Business <b>or</b> CIS 101, Intro. to Computer Information Science	3-4
RE 101, Real Estate Principles	3
RE 105, Real Estate Practices	3
RE 111, Real Estate Finance	3
RE 121, Legal Aspects of Real Estate	3
RE 131, Real Estate Appraisal	3
Program Electives	6
<b>Total</b>	<b>36-38</b>

For a recommended plan of study for the certificate, please refer to the Associate Degree plan minus the general education requirements.

<b>Program Electives:</b>	<b>units</b>
RE 141, Escrow Principles	3
RE 161, Property Management	3

**NOTE:** Substitutions, with prior permission, may be made for certain courses that may not be offered in the two-year period.

### Associate Degree

The requirements for an associate degree in Real Estate may be satisfied by completing the Real Estate Broker certificate program in addition to the associate degree requirements. (See Graduation/Associate Degree Requirements.)

Except in cases of a prerequisite requirement, it is not required that courses be taken in exactly this sequence; they are recommended in this order to facilitate success.

#### Recommended Plan of Study

<b>First Semester</b>	<b>units</b>
BUS 105, Business Mathematics <b>or</b> MATH 140, Precalculus	3-4
CA 103, Intro. to Computers and Dig. Tech. <b>or</b> CA 221, Computer Concepts and Applications in Business <b>or</b> CIS 101, Intro. to Computer Information Science	3-4
RE 101, Real Estate Principles	3
Course from GE requirement Area B	3
Course from GE requirement Area D1	3
<b>Total</b>	<b>15-18</b>

<b>Second Semester</b>	<b>units</b>
BUS 113, Business Communications	3
BUS 201, Business Law	3
RE 105, Real Estate Practices	3
RE 121, Legal Aspects of Real Estate	3
Course from GE requirement Area C	3
<b>Total</b>	<b>15</b>

<b>Third Semester</b>	<b>units</b>
ACCT 111, Bookkeeping <b>or</b>	

ACCT 201, Financial Accounting	3-4
RE 111, Real Estate Finance	3
RE 131, Real Estate Appraisal	3
Course from GE requirement Area D2	3
Course from GE requirement Area E	3
<b>Total</b>	<b>15-16</b>

<b>Fourth Semester</b>	<b>units</b>
Course from GE requirement Area A	3
Course from GE requirement Area F (BUS 212 recommended)	3
Program Electives	6
Elective	3
<b>Total</b>	<b>15</b>

**Degree Total 60-64**

#### Program Electives:

Please refer to the Program Electives listed under the certificate program.

### Transfer

Students planning to transfer to a four-year college or university after AVC are strongly advised to follow the Business Administration degree and should visit the Transfer Resource Center and consult with a counselor as soon as possible.. Additional information on official transfer articulation agreements from AVC to many CSU/UC campuses can be found at the following Web site: [www.assist.org](http://www.assist.org)

### Prerequisite Completion

If a course is listed as a prerequisite for another course, that prerequisite course must be completed with a satisfactory grade in order to enroll in the next course. According to Title 5, Section 55200(d), a satisfactory grade is a grade of "A," "B," "C" or "P". Classes in which the Pass/No Pass option is available are indicated with an asterisk (\*) before the course title. See "Pass/No Pass Option" in the catalog for full explanation.

## Real Estate Courses

### RE 101 \*REAL ESTATE PRINCIPLES

3 units

3 hours weekly

*Advisory:* Eligibility for ENGL 100A, READ 099 and MATH 065.

A course in the basic principles of real estate. Includes the study of real property laws pertaining to contracts, deeds, land titles, liens, escrows, leases, financing, land description, brokerage, and selling. This course meets one of the educational requirements toward a California Real Estate Salesperson's license. (CSU, AVC)

**RE 105 \*REAL ESTATE PRACTICES**

3 units

3 hours weekly

**Advisory:** Completion of RE 101, and Eligibility for ENGL 100A, READ 099 and MATH 065.

This course focuses on the professional activities of the broker and salesperson in the real estate business. Special attention is given to the real estate office, listings, valuation of listings, prospecting, advertising, exchanges, property management and leasing, land utilization and development, public relations, supervising the sales force, and ethics of the real estate business. This course meets one of the educational requirements toward a California Real Estate Salesperson's license. (CSU, AVC)

**RE 111 \*REAL ESTATE FINANCE**

3 units

3 hours weekly

**Advisory:** Completion of RE 101, and Eligibility for ENGL 100A, READ 099 and MATH 065.

This is a practical course in real estate financing, with actual case illustrations demonstrating lending policies, problems, and risks involved in financing transactions in residential, apartment, commercial, and special purpose properties. This course includes the study of techniques of mortgaging, legal aspects of mortgages, nature of mortgages and equity capital, where and how best to obtain funds, appraising for mortgage lending purposes, procedures to follow in financing real estate sales and exchanges, junior financing, and mathematics of real estate finance. Course emphasis will be on residential real estate financing. Recommended for real estate salespersons, brokers, mortgage and escrow professionals, and those seeking personal enrichment in area of real estate finance. Meets coursework requirements for both Certificate and Associate Degree Programs for Real Estate Broker and Escrow. May be applied toward: (1) Real Estate Salesperson's license; (2) Real Estate Broker's license. (CSU, AVC)

**RE 121 \*LEGAL ASPECTS OF REAL ESTATE**

3 units

3 hours weekly

**Advisory:** Completion of RE 101, and Eligibility for ENGL 100A and READ 099.

A course in California real estate property law with emphasis on practical applications. Includes a study of sources of real estate law, classes of property, fixtures, easements, interests in real property, covenants, conditions, and restrictions. The course also includes real property security devices, escrow, and landlord-tenant law. May be applied toward: (1) Real Estate Salesperson's license; (2) Real Estate Broker's license. (CSU, AVC)

**RE 131 \*REAL ESTATE APPRAISAL**

3 units

3 hours weekly

**Advisory:** Completion of RE 101, and Eligibility for ENGL 100A, READ 099 and MATH 070.

This is an introductory course in real estate appraisal confined largely to residential property and to investment property valuation. This course includes studying and applying methods and techniques necessary for the valuation of real estate. These methods and techniques are applicable for valuing real estate for a variety of purposes, including loan origination, estate valuation, marriage dissolution, and personal asset valuation. Case study situations are used, including the study of actual appraisal reports. May be applied toward: (1) Real Estate Salesperson's license; (2) Real Estate Broker's license. (CSU, AVC)

**RE 141 \*ESCROW PRINCIPLES**

3 units

3 hours weekly

**Advisory:** Completion of RE 101, and Eligibility for ENGL 100A, READ 099 and MATH 070.

This course furnishes persons, private or career oriented, with fundamental principles and basic procedures involved in ordinary escrow transactions. Terminology and mechanics of the real estate escrow process are presented using generally used forms. May be applied toward: (1) Real Estate Salesperson license; (2) Real Estate Broker's license. (CSU, AVC)

**RE 161 \*PROPERTY MANAGEMENT**

3 units

3 hours weekly

**Advisory:** Completion of RE 101, and Eligibility for ENGL 100A, READ 099 and MATH 070.

Includes the principles and practices of managing income properties. Covers nature and types of property management, leases and contracts, collections, rent schedules, tenant selection and supervision, budgets, apartments, shopping centers, office and condominium management. May be applied toward: (1) Real Estate Salesperson's license; (2) Real Estate Broker's license. (CSU, AVC)

## **RE 199 \*OCCUPATIONAL WORK EXPERIENCE**

*1–8 units*

*hours vary*

***Prerequisite:*** *To participate in work experience, students must have a job or internship which is either paid or voluntary and have the approval of the supervisor and instructor supervising work experience in the specific subject area. PRIOR TO ENROLLING, students must attend a scheduled orientation or meet individually with the supervising instructor for an individual orientation.*

Occupational Work Experience Education is supervised employment designed to provide students a realistic learning experience through work. The ultimate goal is to teach students those skills and attitudes that will equip them to function and adapt as an employee in a variety of situations and jobs. Occupational Work Experience Education is supervised employment extending classroom-based occupational learning at an on-the-job learning station related to the students' educational major or occupational goal. Credit may be accrued at the rate of one to eight units per semester. For the satisfactory completion of all types of Cooperative Work Experience Education (WE 197 and WE 199), students may earn up to a total of sixteen semester credit hours. (AVC) **(R3)**